



**DEPARTMENT OF THE ARMY  
MISSISSIPPI ARMY NATIONAL GUARD  
MILITARY FUNERAL HONORS  
1410 RIVERSIDE DRIVE  
JACKSON, MISSISSIPPI 39202**

JFH-MS-MFH

12 April 2012

MEMORANDUM

SUBJECT: Military Funeral Honors Update

1. Thank you for your service to our fallen Soldiers! I am writing to introduce myself as the new Officer In Charge of the Military Funeral Honors program for the Mississippi Army National Guard. I am also enclosing the following documents so you can update the information you have regarding our policies and procedures:

- **MILITARY FUNERAL HONORS** – This double-sided page gives you a brief description of what we do and an update of our procedures to request military funeral honors. We have also included up-to-date information regarding the request of services from other military branches and their respective phone number(s).

- Instructions for requesting proof of military service – This includes 3 pages: 1) instruction sheet, 2) a sample of the information that should be included in the cover sheet, and 3) a blank Standard Form 180.

2. The personnel listed below are the primary points of contact for Military Funeral Honors with the Mississippi Army National Guard. However, when you call our office we have several full-time Soldiers who can assist you.

- For requesting a military funeral: (601) 313-6710/Fax (601) 313-6701
- Non-Commissioned Officer in Charge: SFC Marcus Patterson at (601) 665-3921 or [marcus.patterson@us.army.mil](mailto:marcus.patterson@us.army.mil)
- Officer in Charge: 1LT Marilyn Upton at (601) 573-5869 or [marilyn.upton@us.army.mil](mailto:marilyn.upton@us.army.mil).
- For information and/or assistance regarding customs, courtesies, protocol and funeral service/ceremonial information: Mr. Elroy Winding at (601) 927-9943 or [elroy.winding@us.army.mil](mailto:elroy.winding@us.army.mil).

3. Point of contact is the undersigned at 601-313-6125 or [marilyn.upton@us.army.mil](mailto:marilyn.upton@us.army.mil).

4 Encls:

1. MFH info sheet, 9 Apr 2012
2. Instruction sheet
3. Cover sheet sample
4. SF 180

MARILYN M. UPTON  
1LT, AD, MSARNG  
OIC, Military Funeral Honors Program